

MEMORANDUM

To: Jennifer Gewertz, Board Liaison

Cc: Fred Thrasher, Deputy Director
Patrick Lovelace, Member Services Coordinator

From: Legal Employer Alumni Relations/Programs Section Leadership
Team Laura Higgins and Hayley Niven, Co-Chairs
Erin Warner and Clare Roath, Interim Co-Chairs

Date: 1/30/25

Re: Q3 Board Report, NALP Legal Employer Alumni Relations/Programs Section

During our Q3 Zoom call, the Legal Employer Alumni Relations/Programs Section discussed leadership changes due to our co-chair going on sabbatical and had open discussion on hot topics in alumni relations including best practices for retiring partners and memorial services. This report provides an overview of the leadership team, summarizes the updates on the Section's charges, and the various topics that were discussed.

I. Leadership Team

Co-Chairs:

- Laura Higgins, Haynes and Boone, laura.higgins@haynesboone.com
- Haley Niven, BLG, hniven@blg.com

Interim Co-Chairs:

- Clare Roath, Troutman Pepper, clare.roath@troutman.com
- Erin Warner, Troutman Pepper, erin.warner@troutman.com

Annual Education Conference/Bulletin+ Article and Webinar Planning Vice Chair:

- Mari Foster, Davis Polk, mari.foster@davispolk.com

Career Transitions Working Group Vice Chairs:

- Mary Maher, Jenner & Block, mmaher@jenner.com

Secondments Working Group Vice Chair:

- This group is on hiatus until another vice chair volunteers to lead it

Member Relations Vice Chair:

- Deby Cusumano Caldwell, Winston & Strawn, DCaldwell@winston.com

Wellness Champion Vice Chair:

- Open

II. Quarterly Section Call Overview

On December 12, 2024, 43 members of the Legal Employer Alumni Relations/Programs Section attended the third quarterly call of the 2024-25 NALP calendar year.

Welcome

- The call commenced with a brief "welcome" from Section Co-Chair, Hayley Niven.

Member Relations

- Welcomed new members Stella Ekkeshis - AO Shearman, Cara McKinstry - AO Shearman, Adrienne Cohen - Ropes & Gray, Alyssa Metts - Simpson Thacher & Bartlett LLP, Michelle O'Driscoll - Sheppard Mullin, Erika Butler - Sidley Austin LLP, Carolyn Roan - Emory University Law School Career Center

III. Open Discussion

- Job description samples for law firm alumni professionals
 - Collected descriptions will be added to the Library for our section with redacted firm name and salaries.
- Retired Partners
 - Types of retirees vary and evolve
 - Some firms receive definitions from HR
 - Others bring list to GC for guidance
 - Suggestions to gather input from various internal teams to produce a unified definition
 - Invite recently retired partner to present on retirement as a natural step in the attorney lifecycle and the need to prioritize transition to retirement.
- Memorials as part of Alumni Relations
 - Hosting memorial events for deceased colleagues – varying degrees of Alumni team involvement across firms
 - Ideas and practices include: memorial books (with professional service), “In Memoriam” feature in Alumni Newsletters, forwarding firm announcements to retired partner population, bereavement notes, announcements tagged as coming from the Chair of the firm with responses directed to Alumni inbox

AEC/Bulletin+ Article and Webinar Planning

- Alumni Relations Programs chosen for 2025 NALP Conference:
 - Bricks in the Path: How Generational Job Move Trends Help Us Engage with Gen Z (Olivia Heitz, Sidley Austin)
 - Show Me the Revenue: How Law Firm Alumni Programs Can Turn Former Colleagues into Clients (Danya Ray, Seyfarth)
 - Enhancing Corporate Alumni Programs Through Data Analytics & Technology (Jenn Pedde, PeoplePath)
- Alumni Relations Articles chosen for the Bulletin:
 - February 2025: promoting ROI with programming and best practices for reporting (Precilla Soares, Holland & Knight)
 - March 2025: Balancing broad and narrow marketing in alumni programs (Mari Foster, Davis Polk)
 - Call for volunteer(s): Anyone interested in writing an article about how to define who are alumni and which alumni to invite to events. Questions comes up every year about how to convince partners to include alumni who go to other firms at events. Volunteer(s) to contact chair.

NALP Liaison

- NALP financial position is strong.
- NALP is discussing early recruitment schedules and identifying areas where NALP can provide resources and best practices.
- NALP Directory of Legal Employers reminder.
- Announced online resources from the Change Management Task Force available under the NALP Resources tab.
- Reminder that newer professionals should attend the Newer Professionals Forum in Seattle.

Leadership Succession Planning

- o 2025-2026 Co-Chairs:
Erin Warner, Troutman Pepper Locke
Clare Roath, Troutman Pepper Locke
- o Vice Chair: Mari Foster, Davis Polk Wardwell
- o Annual Education Conference/Bulletin+ Article and Webinar Planning Vice Chair: Open
- o Career Transitions Working Group Vice Chairs: Mary Maher, Winston & Strawn
- o Member Relations Vice Chair: Debby Cusumano Caldwell, Winston & Strawn
- o Secondments Working Group Vice Chair: Open
- o Wellness Champion Vice Chair: Open

IV. Next Quarterly Section Meetings

- Thursday, February 20 @ noon ET